

ADMINISTRATIVE--INTERNAL USE ONLY

4 FEB 1977

MEMORANDUM FOR: Chief, [REDACTED]
FROM : [REDACTED]
Deputy Chief, Audit and Certification Division
SUBJECT : Billings for Residential Service

1. The Deputy Director for Administration approved residential phone service for certain senior officials within the authority contained in [REDACTED]. Such approval presupposes that the activities covered thereby will be charged to appropriate confidential funds allotments.

2. To assist this office in assuring that all costs incident to residential service are properly processed you are requested to submit, along with the current documentation incident to monthly charges for services under [REDACTED] an itemized listing of charges for residential services. This list should include the title, extension and cost.



Discontinue the above practice,



on 4/6/78

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